



V I L L A G E O F K E Y B I S C A Y N E

Village Council

Michael W. Davey, *Mayor*
Edward London, *Vice Mayor*
Franklin H. Caplan
Luis Lauredo
Allison McCormick
Brett G. Moss
Ignacio J. Segurola

VIRTUAL WORKSHOP

MONDAY, NOVEMBER 23, 2020

6:30 P.M.

1. **CALL TO ORDER/ROLL CALL OF MEMBERS**

2. **PLEDGE OF ALLEGIANCE**

3. **DISCUSSION:**

1.) **VILLAGE MANAGER ADVERTISEMENT**

TAB 1

4. **SCHEDULE OF FUTURE MEETINGS/EVENTS:**

A. REGULAR COUNCIL MEETING

TUESDAY, DECEMBER 8, 2020, 6:00 P.M., COUNCIL CHAMBER

B. REGULAR COUNCIL MEETING

TUESDAY, JANUARY 12, 2021, 6:00 P.M., COUNCIL CHAMBER

C. REGULAR COUNCIL MEETING

TUESDAY, FEBRUARY 9, 2021, 6:00 P.M., COUNCIL CHAMBER

D. REGULAR COUNCIL MEETING

TUESDAY, FEBRUARY 23, 2021, 6:00 P.M., COUNCIL CHAMBER

5. **ADJOURNMENT**

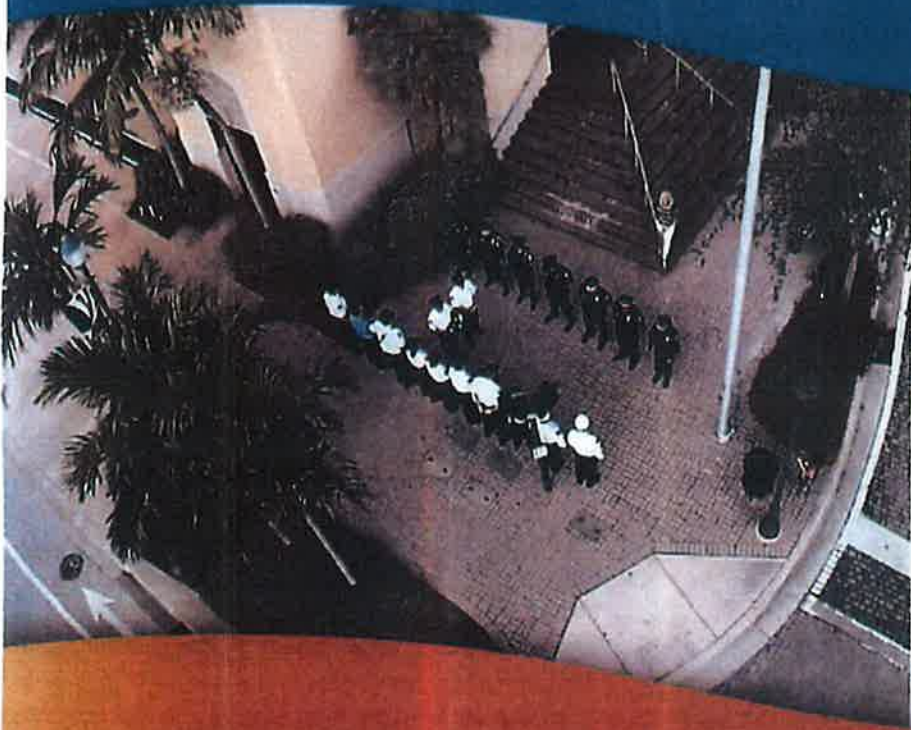
I. ANY PERSON WISHING TO ADDRESS THE VILLAGE COUNCIL ON AN ITEM ON THIS AGENDA IS ASKED TO REGISTER WITH THE VILLAGE CLERK PRIOR TO THAT ITEM BEING HEARD. PRIOR TO MAKING A STATEMENT, PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD.

II. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5506, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

III. IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE VILLAGE COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

IV. IN ACCORDANCE WITH VILLAGE CODE SECTION 2-161, ADOPTING SECTION 2-11.1(s) OF THE MIAMI-DADE COUNTY CODE, ANY PERSON ENGAGING IN LOBBYING ACTIVITIES, AS DEFINED THEREIN, MUST REGISTER AT THE VILLAGE CLERK'S OFFICE BEFORE ADDRESSING THE COUNCIL ON THE ABOVE MATTERS OR ENGAGING IN LOBBYING ACTIVITIES.

The Village of
KEY BISCAYNE, FLORIDA

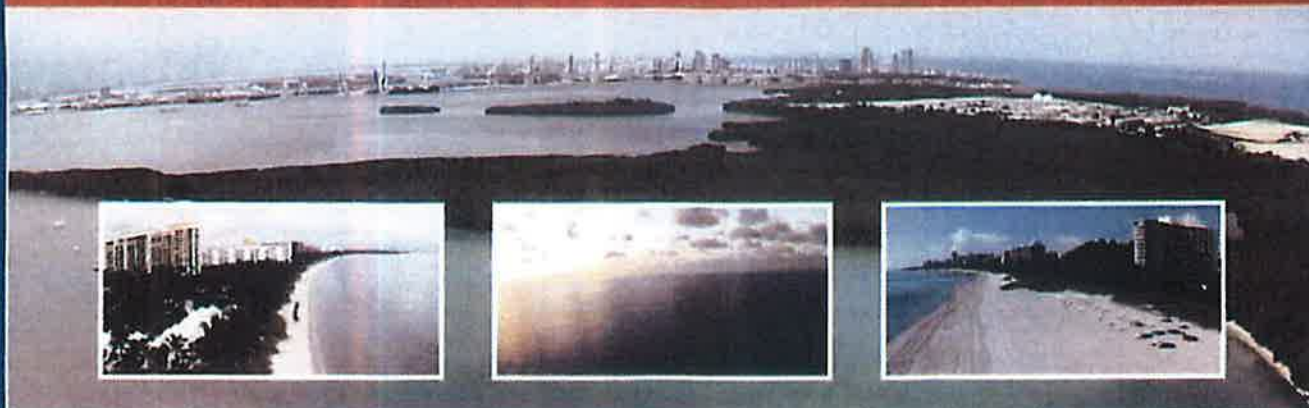


invites your interest in the position of

VILLAGE MANAGER



KEY BISCAIYNE — AN OUTSTANDING OPPORTUNITY



COMMUNITY

Home to nearly 13,000 residents, a number of civic institutions and schools, and an active business community, the island Village of Key Biscayne has a total area of 14 square miles. Lying south of Miami Beach and just offshore of the City of Miami, the Village is sandwiched between Crandon Park, an 850 acre County park to the north, and the 500 acre Bill Baggs Cape Florida state park to the south. The Village is connected to Miami via the Rickenbacker Causeway, originally built in 1947. While there had been earlier attempts to develop a town on Key Biscayne, it wasn't until the opening of the four-mile long Rickenbacker Causeway from Miami to Virginia Key and on to Key Biscayne in 1947 that the island was opened up to large scale residential development. The northern two-thirds of the island had been operated as the largest coconut plantation in the continental United States during the first half of the 20th century.

The Village of Key Biscayne was incorporated as a new municipality in 1991 - the first new city in Miami-Dade County in over fifty years.

Key Biscayne features distinctive allures and a great quality of life on a lush sub-tropical island close, but not too close, to the urbanized mainland. Buffered by parks and open water from downtown Miami, the congestion and clamor of the big city seem remote from Key Biscayne. With its own signature island-vibe, Key Biscayne has a small-town home-town ambience, with a neighborly feel. The public spaces and neighborhoods are active, animated by pedestrians and joggers, dog-walkers, bike riders, and kids making their way to school. Friends encounter friends at the well-used public spaces and shops.

A tropical climate prevails throughout the year, characterized by hot, humid summers and mild dry winters. Due to its island geography and favorable winds, Key Biscayne is subject to cooler highs than Miami year-round. Hurricanes threaten the island occasionally. Though landfalls are rare, hurricane precautions are not. Precipitation is lower than that of Miami, as the Atlantic Ocean inhibits summer thunderstorm convection.

Residents and visitors flock to the white sandy beaches within the Village and in the State and County parks. Intrepid Islanders make their way too nearby coastal barrier reef and the only federally recognized underwater archaeological trail in the United States. Recreational activities abound, including bicycling, tennis, golf, jogging, fishing, boating and sailing. The Village is ranked in the top 20 beach town housing market in the U.S. which is based on four criteria: average temperature, percent of sunny days, percent of days with good air quality, and crime rates. Some of the world's best fishing and alluring snorkeling and scuba diving is done right off shore on amazing artificial reefs made ingeniously from everything from recycled tug boats to airplanes! Amazing! Enjoy a fitness class, watch a local recreational league soccer game, or spend some quiet time with a good book under the shade of a palm tree on the Village Green.

The population is affluent, highly educated, international and well-traveled, and significantly engaged in the community. Service standards and expectations are high. The population is predominately Caucasian, roughly split between Anglos and Hispanics. Approximately half the residents are foreign born. Approximately 30% of the population is under 20 years old. Not quite 20% of the population is over 65. The Village is served by one public K-8 school within the community and a magnet middle school and high school on nearby Virginia Key. There are also four parochial schools in the Village. The community is essentially built-out, with approximately 1,250 single family or duplex homes and roughly 6,200 condominium units. Renovations and rebuilding is something of a constant. Although residential density has actually decreased slightly - a consequence of land development policies - the full-time population has increased, as permanent residents replace snow-birds.

Overall, Island Paradise is an apt description for the Village of Key Biscayne.

Learn more by visiting the official site of the Village of Key Biscayne, Florida

www.keybiscayne.fl.gov

THE ORGANIZATION

When the Village of Key Biscayne was incorporated in 1991 following a referendum that essentially rejected County land development policies and widely perceived deficiencies in service, incorporation provided local control over taxes and future development. The Village operates under a Council-Manager form of government, with a "strong" manager system. The Village Council consists of a separately elected Mayor and six Councilmembers. They appoint the Village Manager, the Village Clerk and the Village Attorney. The Manager oversees a full service Village government, featuring fire rescue, police, building, planning and zoning, human resources, finance, parks and recreation, and public works departments. There are approximately 125 full-time employees, and five collective bargaining units.

The local millage tax rate is one of the lowest of any municipality in Miami-Dade County. The fiscal year 2020-21 General Fund Operating Budget totals \$33,500,000, supplemented with Capital Improvement Plan funds of \$3,400,000 to produce a total current-year financial program of \$36,900,000. General Fund Revenues total approximately \$34,200,000.

Water and sewer service is provided by the County. The Village contracts for engineering, landscaping, solid waste and recycling services.

THE VILLAGE MANAGER POSITION

The Village of Key Biscayne is on an exciting opportunity for an innovative, take-charge, forward thinking, enthusiastic, energetic, and experienced leader with excellent communication skills who is proactive, passionate and committed to engaging internal and external stakeholders, who demonstrates proven knowledge and experience in local government and a management style that is adoptive to diverse audiences, although not required, bilingual including Spanish would be an asset.

The Village Manager serves as the operational head of the Village government directing all functions of the Village and activities of all Village departments. The new Village Manager must not only be visible and actively involved in the community but must have a good understanding of Village history and local "values", as well as a strong and sincere commitment to community engagement and support of local institutions, accompanied by consensus building and visionary leadership skills.

ABOUT THE CANDIDATE

The Village Council is looking for the ideal Manager candidate who is intelligent, energetic, confident and effective, with excellent interpersonal skills; a person of honesty and integrity who, importantly, manifests "wisdom". He/She will be professional, progressive, and an excellent communicator; a leader who can inspire and reinforce in all ways confidence in "good government"; who understands how to manage efficient process while keeping all Council Members well informed with unfiltered information, readily sharing information and promoting transparency. The new Manager will be comfortable telling the Council Members what they need to hear and not just what they want to hear. The new Manager should lead by excellent example

and seek to bring people together to foster a coordinated team and, where possible, consensus. He/She will not have "baggage" or be fettered or perceived to be fettered by factional considerations. He/She will instill confidence in the Village Council and the community and inspire staff to achieve mutually developed goals and objectives and hold staff accountable for results.

The Village Manager will represent the Village at events and proceedings within and outside the island and will be comfortable representing and advocating for the Village with other governmental players at all levels. The Village Manager will work from past achievements in community-building, having absorbed lessons from the past work that will preserve enduring qualities and lead the Village forward as changes occur.

The Village Manager should possess a Bachelor's degree in Public Administration or a related field with a Master's degree preferred and at least five to seven years of municipal management experience as a Village/City Manager or Assistant Manager (or equivalent executive position) in a community/organization comparable or larger in size as Key Biscayne; private sector experience is a plus. Coastal community experience is a definite plus. The Village Council expects the successful candidate to be a member in good standing (or eligible for membership) of the International City/County Management Association (ICMA). Evidence of continued professional development is also important.

The Village Council is looking for someone who will maintain an open-door policy, will be patient taking inputs but decisive as well as diplomatic; a leader whose organizational ability will permit effective pursuits of out-of-office community engagement priorities; a good listener, outgoing, with a good sense of humor and willingness to get to know constituents and help generally with their civic pursuits; a creative and confident thinker who can chart a path and guide others on it. He or she will have sincere commitment to diversity and to serve as a mentor to Village staff, helping them to advance in their careers and to create stability in the administration.

In sum, the new Village Manager will have the following Knowledge, Skills, and Abilities:

- Well-versed with a working knowledge of Finance and Budgeting
- Politically astute with the ability to engage without being compromised politically
- Ability to develop and implement short and long term capital improvement plans, projects and budgets, including funding sources for capital projects
- Hands-on and practical knowledge of municipal public safety services including Fire Rescue and Police
- Experience working with organized labor and union negotiations
- Knowledge and understanding of Federal Emergency Management Agency (FEMA) disaster preparedness and disaster recovery policies and procedures
- A demonstrated ability to successfully work with other legislative bodies, elected and appointed officials, County, State and Federal
- Knowledge and understanding of beach management, re-nourishment, protection, and funding sources.



RESIDENCY

While not required, the Village Council would prefer the new Manager establish residency within the Village limits of Key Biscayne.

COMPENSATION AND BENEFITS

The annual salary of the current Village Manager is \$205,000.00. The Members of the Village Council are committed to a starting salary that will be market competitive, depending on the experience and qualifications of the selected individual. In addition, the Village Council expects to provide an excellent fringe benefit package to the successful candidate. Reasonable relocation expenses will also be negotiable with the successful candidate.

HOW TO APPLY

Interested and qualified candidates should send a letter of interest and resume electronically by 5:00 PM Eastern Time on Monday, November 30, 2020 to

Email – vkbjobs@keybiscayne.fl.gov

Resumes are subject to the provisions of Florida Public Records Statutes. Key Biscayne, Florida, is an Equal Opportunity Employer. Key Biscayne does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services.

These were Vice Mayor London's proposed changes:

On page 3:

THE VILLAGE MANAGER POSITION:

.... experience in local government and a /or management ~~style~~ that is adoptive to diverse audiences. ~~although not required bilingual including Spanish would be an asset.~~

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